1. *Are the localities within a region limited to $100,000 each or more if NRS enrollment substantiates more per locality?*

   The maximum funding any eligible provider, whether applying independently or as a part of a consortium, may request in its application is $100,000.

2. *Are the workbooks submitted print copy only and not electronically?*

   Workbooks must be submitted as paper copies.

3. *Is it allowable to place operating costs for the regional office in the EL/ Civics application/budget, for example administrative salaries, travel, materials and supplies, equipment, etc.?*

   Applicants may request up to 5% of the requested funds for EL/Civics for administrative costs which may include salaries, travel, materials and supplies, and equipment.

4. *Is it appropriate to use EL/Civics funds to transport EL/Civics teachers to the VAIL Conference as a group in the Region?*

   The VAILL conference is an allowable professional development conference for EL/Civics instructors, so transportation expenses to and from the conference would be allowable too as long as the expenses are reasonable and necessary.

5. *How do we get a listing of NRS targets?*

   2013-2014 NRS performance targets are still under negotiation with the U.S. Department of Education, Office of Vocational and Adult Education, but will be provided with the award letter to funded applicants. Until then, applicants should use the 2012-2014 targets to plan their programs and set goals for the next fiscal year. 2012-2013 NRS performance targets for Virginia can be found on OAEL's Web site under "Data Collection and Reporting."

6. *Is distance learning a requirement of the proposals? How do you define distance learning?*

   Distance education is strongly encouraged when it supports the program's curriculum and is appropriate for the learners served. However, it is not required. For more information about distance education for adult learners in Virginia, please refer to the *Distance Education Policy for Virginia Adult Education and Literacy Programs*.

7. *On page 6 of the RFP, it states that in order to qualify for the $100,000 award, the NRS target must be 150 or more. However, in the presentation, it says, 100 or more. Can you please clarify?*

To request the maximum award of $100,000, programs must enroll at least 150 learners in their funded EL/Civics programs. The typo in the presentation has been corrected.

8. *Why is NRS data a requirement, but reviewers are told to ignore it?*

Data that supports an applicant's history of performance is required, but the data does not have to originate from the NRS if the applicant does not participate in a NRS-based data system. Instead, an applicant who does not participate in a NRS-based data system may submit performance data from the system that is used and describe the data system used and the data provided. Reviewers evaluate the ESL/EL/Civics data provided but are instructed to ignore any submitted data that is not related to ESL/EL/Civics, e.g., adult basic education (ABE), adult secondary (ASE), or GED data.

9. *Will the PowerPoint for the EL CIVICS Webinar be posted to OAEL's Web site?*

Yes, the EL/Civics RFP technical assistance presentation and Q and A document will be posted to OAEL's Web site.

10. *Is an organization that has not previously participated in NRS enrollment eligible?*

Yes, any eligible provider as defined by the Adult Education and Family Literacy Act may apply. Please refer to page 4 of the RFP and question 8 above for more information.

11. *What needs to be in place to demonstrate capacity for meeting NRS enrollment and data collecting objectives?*

Eligible providers must demonstrate the ability to participate in the NRS-based state data system described on page 10 of the RFP. To demonstrate capacity to meet enrollment targets, programs should provide a history of past enrollment in Table 1 and their enrollment data provided from their data system. In addition, applicants' goals and objectives and program design should support the attainment of the target enrollment.

12. *If the applicant is a previous grantee under both EL/Civics and AEFLA, should Table 1 be populated with past EL/Civics information only or both?*

An applicant who has received AEFLA and EL/Civics funding in the past may provide data in Table 1 for all ESL students served or just EL/Civics students served by previous grants. The data should be complete, apply only to NRS levels 7 – 12, and support the capacity and commitment section of the application. A full description of the NRS levels can be found beginning on page 18 of the National Reporting System *Implementation Guidelines*.

13. *With the funding ceiling lowered to $100,000 and the minimum numbers served reduced, our program may want and need to consider submitting three individual proposals for each of our three regional programs. Is this possible and what advice would you have on doing this? We currently submit all data through Region 15 although we are physically in three different regions. We do not have an MOU within any region.*

    If your program is a single, nonprofit entity that serves multiple localities, it is still considered one provider and may only apply for a single grant.

14. *What is the timeframe for the Table 4 that will be looked at?*

    Table 4s will be provided to application reviewers for the fiscal years 2009‑2010, 2010‑2011, and 2011‑2012.

15. *Under EL/Civics, if we budget for travel to something like VAILL for staff development, is a per diem per person allowed or not?*

    A per diem may be paid to staff for attending professional development requiring overnight stay. Restrictions may apply, and reimbursement requests must comply with the travel regulations established by the Virginia Department of Accounts.